

Updated September 8, 2000

***Outreach to Individuals with a Disability:
Grants for National Service***

On July 26, 2000, the Corporation for National Service published a notice on the availability of funds for outreach to individuals with a disability to increase their participation in national service.

Approximately, \$5 million is available to support outreach activities for this purpose. We will use these funds to make grants to public or private nonprofit organizations to pay the Federal share of: (1) providing information about national service programs to individuals with disabilities who desire to perform service, (2) assisting in the recruitment of such individuals in national service, and (3) assisting national service programs in adapting their programs to encourage greater participation by individuals with disabilities. We expect to award approximately 20 grants in amounts ranging from \$100,000 to \$1,000,000 for a period of up to two years. (To view a copy of this notice, go to <http://www.nationalservice.org/whatshot/72600.html>.)

The following provides more information about these funds and how to apply.

The Corporation for National Service

The National and Community Service Act of 1990, as amended, which funds national service programs, encourages citizens regardless of age, income, or disability to engage in full-time or part-time national service. Section 129 (d)(5)(C) of the Act authorizes the Corporation to make grants to pay for the Federal share of (1) providing information about national service activities to persons with disabilities and (2) enabling such persons to participate. The Corporation is committed to increasing the participation of persons with disabilities in all areas of national service. Many national service programs need assistance in focusing their outreach and recruitment efforts to ensure increased participation by people with disabilities. We recently sponsored a national conference that brought together disability organizations and national service programs to better understand opportunities and avenues for collaboration. We wish to continue and expand the efforts begun at this conference by making grants available to support outreach activities.

Examples of Programs that Could be Funded Under this Grant

- Develop and conduct activities geared toward national service program directors to increase their awareness of disability issues and their ability to undertake successful outreach and recruitment of people with disabilities.
- Develop and conduct targeted mailings and outreach sessions to engage students with disabilities in service-learning, including Federal Work Study students, in service projects.
- Sponsor part-time recruitment coordinators with the specific goal of meeting recruitment goals established for individuals with disabilities to participate in service projects.
- Train teachers in methods to include persons with disabilities as service providers in school-based service projects.
- Organize and conduct information sessions for disability organizations to learn more about national service or to add service to the community as part of their organizations' mission.
- Develop and fund local radio and television public service announcements that include images of persons of all ages with disabilities in service to others.
- Conduct targeted advertising and recruitment, e.g., attending job fairs for persons with disabilities, outreach to schools for students with disabilities.
- Develop marketing materials that target persons with disabilities and are shared with the larger national service network.

- Publicize and recruit participants for local volunteer projects, events or days of service (e.g., Youth Service Day, Martin Luther King, Jr. Day, Make a Difference Day) that engage the national service network and persons with disabilities in collaborative service projects.

The above are examples only. Proposals should reflect strategies applicable to local programs or state-wide or regional efforts. State commissions and state education agencies may develop strategies that are state-wide or target particular localities in year one and expand to new localities in year two. National non-profit organizations must plan to provide outreach activities in at least three states across the country or within a particular region of the country. You may consider subgranting to local affiliates in collaboration with local national service programs or develop state-wide or regional activities.

Frequently Asked Questions

I do not know if my organization is eligible to apply. How can I find out?

Eligible applicants for this funding are: (1) Corporation-approved state commissions on national and community service, (2) state education agencies, (3) nonprofit organizations with expertise in disability issues proposing activities in at least three states, (4) tribal or territorial governments, and (5) regional, state-wide or local consortia consisting of public or private nonprofit organizations (including state commissions, state education agencies or a consortium of projects working together within a region, state or locality). An organization described in section 501 (c)(4) of the Internal Revenue Code of 1986, 26 U.S.C. 501(c)(4), that engages in lobbying activities, is not eligible to be a grantee or subgrantee.

What are examples of consortia? Are there additional requirements?

Examples of state-wide or regional consortia include but are not limited to:

- Local service agencies, AmeriCorps programs, Learn and Serve America projects, and local disability associations that collaborate to develop an outreach and recruitment strategy;
- Senior Corps projects within a region, state, or locality that propose to recruit to fill volunteer vacancies with persons with disabilities;
- Collaborations between Corporation-approved state commissions that develop outreach and recruitment strategies;
- Community colleges, colleges, or universities that collaborate within a region, state, or locality.

A consortium must identify a lead agency that will serve as the legal applicant.

Who may apply as a lead applicant in a consortium? We are a state-funded university. May we apply as a lead applicant?

Yes, any public or private nonprofit organization may apply for this grant as the lead applicant of a consortium. However, the lead applicant must demonstrate that it has the fiscal and organizational capacity to manage the grant.

Can one organization be the lead agency for more than one application? For example, can an organization submit one application that would target youth with disabilities eligible to participate in K-12 Learn and Serve programs and another that would target adults with disabilities eligible to participate in AmeriCorps, AmeriCorps VISTA, and/or Senior Corps programs.

Yes, one organization may be the lead agency for more than one application. The lead agency must demonstrate that it has the capacity and ability to manage both Federal grants. This should be addressed and articulated in both proposals.

If we are not a current Corporation grantee, may we apply for this grant?

Yes, those that are and those that are not Corporation grantees may apply under this notice of availability of funds.

What is national service?

National service is results-oriented service by an individual or group of individuals that helps meet the nation's needs in the areas of education, public safety, the environment and other needs. Also the term used for programs and services delivered as part of the National and Community Service Act of 1990, as amended, and the Domestic Service Act of 1973.

Do these grants need to directly support the Corporation's programs (AmeriCorps, Learn and Serve, Senior Corps)?

The activities proposed in your application do not need to specifically include one of the programs supported by the Corporation. The intent of this grant is to promote service and engage more individuals with a disability in national service, including in programs assisted under the national service laws (AmeriCorps, Learn and Serve, Senior Corps) or in conjunction with programs assisted under the national service laws.

Due to the wide variety of national service programs and their reach across the country, we have not attempted to delineate what constitutes "acting in conjunction with programs assisted under the national service laws." An applicant should identify the connections with such programs, and in reviewing the grant the Corporation will make a determination about the relationship.

The following illustrate examples of proposals that act in conjunction with the national service laws:

- A consortia of volunteer centers within a state propose to conduct outreach for individuals with disabilities to serve through such centers, noting that the volunteer centers within the state are part of a statewide planning effort coordinated by the state commission on national and community service.
- A consortia of institutions of higher education propose to conduct outreach to have students with disabilities serve in communities under the Federal Work Study program, noting that the consortia is supported broadly in its activities by AmeriCorps*VISTA members or operate a consolidated service-learning program.
- A consortia of school districts conduct outreach to involve students with disabilities in service projects that will help meet the districts' requirements for students to perform community service.

The following are examples of proposals that do not act in conjunction with programs assisted under the national service laws:

- A consortia of disability organizations propose outreach activities to seek employment for individuals with disabilities.
- A consortia of universities propose a research project to identify impediments to the employment of individuals with disabilities.
- A consortia of nonprofit organizations propose to create scholarships for individuals with disabilities to attend college.

Can this grant be used for job training or job placement of persons with disabilities?

No, this grant is to support outreach activities to increase the participation of persons with disabilities in **national service**. National service is results-oriented service by an individual or group of individuals that helps meet the nation's needs in the areas of education, public safety, the environment and other needs.

What are the application requirements?

All applicants must complete the Application for Federal Assistance (SF 424), Budget Information – Non-Construction Programs (SF 424A), and Assurances – Non-Construction Programs (SF 424B) along with their proposal. The proposal should include the information requested under “Application Requirements” in the notice. (To view a copy of the notice, go to <http://www.nationalservice.org/whatshot/72600.html>) Applicants must submit one unbound, original proposal and two copies. We will not accept any proposals submitted by facsimile. All applicants are encouraged to submit voluntarily an additional four copies of the application to expedite the review process.

We are currently seeking Office of Management and Budget (OMB) approval for the narrative portion of the application requirements. You may use the description of these requirements in the Notice to plan your activities. We expect the OMB-approved application requirements to be available on our website shortly after September 8, 2000. Please check back on this website after **September 8, 2000** for the complete application instructions. **You must use these instructions to complete your application.**

Do applicants need to submit an evaluation plan? How should grantees measure their success?

The Corporation's overall objective is to increase the participation of persons with disabilities in national service. Therefore, all applicants must demonstrate how their proposed activities will achieve this goal and how they will measure their success.

Your application must include an outreach and recruitment plan that specifies your proposed strategy, description of activities, work plan and evaluation plan (see above for application requirements). In your evaluation plan, you should include a plan for regularly evaluating and assessing your strategy to increase participation of persons with disabilities as participants in national service. It is important to demonstrate how your activities will increase the participation of persons with disabilities in national service.

How can I receive a copy of the application?

To obtain a copy of the notice of availability of funds and the application forms, go to our website at <http://www.nationalservice.org/whatshot/72600.html>. For a printed copy of any of these materials, please contact Thea Kachoris at (202) 606-5000, ext. 562 or send an email to tkachoris@cns.gov.

When is the application deadline? Where do I submit my application?

The application deadline is October 4, 2000. Submissions must arrive at the Corporation no later than 5:00 p.m. Eastern Daylight Time, October 4. All applications must be sent to:

Corporation for National Service
Attn: Nancy Talbot
1201 New York Avenue NW
Washington, DC 20525

Do I need to send a notice of intent to submit?

If you intend to submit an application and have not notified us, please do so. Please send a notice of intent to submit as soon as possible to Nancy Talbot, Corporation for National Service, 1201 New York Avenue, N.W., Washington, D.C. 20525 or email your intent to ntalbot@cns.gov. The notice should include the name of your organization, address, contact person and phone number and should state that you plan to submit an application for outreach to individuals with a disability for the October 4th deadline.

If you do not send a notice of intent to submit, you may still submit an application. Conversely, if you send a notice of intent to submit, you are not obligated to submit an application. Although submission is not mandatory, we encourage you to submit a notice of intent as it will help the Corporation to plan more efficiently for our review.

How will projects be selected? Are there particular approaches that the Corporation is interested in supporting?

The Corporation will select proposals using a multi-stage process that includes reviews by peer review panels, including experts in the disability field, and Corporation staff with approval by the Chief Executive Officer and the Board of Directors. The Corporation will make all final decisions concerning awards and may require revisions to the original grant proposal in order to achieve the objectives under this Notice.

In awarding these grants, we will consider program design, organizational capacity, and budget and cost effectiveness. Applicants must propose clearly-defined and specific activities to increase the number of persons with disabilities in national service. We will give priority consideration to proposals that reflect collaborations that include disability organizations with expertise in disability issues and to applicants who are themselves disability organizations that have expertise in a range of disability areas.

After evaluating the overall quality of proposals and their responsiveness to the criteria noted above, we will seek to ensure that applications we select represent a portfolio that is: (1) geographically diverse, including projects throughout the five geographical clusters as designated by the Corporation; (2) representative of the range of disabilities; and (3) representative of a range of models and approaches to involving individuals with disabilities in national service.

Is a priority given to certain programs or types of activities? Is the Corporation looking to reach a particular age group?

Other than what is stated above, there will be no priority given to certain programs, activities, or

applicants.

Will a preference be given to programs currently funded by the Corporation?

No, there is no preference given to programs currently funded by the Corporation.

Are reasonable accommodations allowed under this grant?

Federal law (the Rehabilitation Act of 1973) requires recipients of federal financial assistance to fulfill a level of basic accessibility prior to receiving financial assistance. While the national service legislation provides separately for funds to pay for reasonable accommodations or auxiliary aids to assist specific categories of national service programs in placing individuals with a disability in national service positions, these outreach funds are not available for reasonable accommodations or auxiliary aids related to placement. However, outreach funds are not restricted to a particular category of national service program and may be used to make outreach events and materials accessible to individuals with a disability. For example, if a proposed outreach activity requires a sign language interpreter, the costs of an interpreter may be allowed under the grant.

Can this grant be used to help place members in an on-going service position?

These funds cannot be used to help place members in an on-going basis in a service position.

What is the duration of this grant?

The Corporation will make awards covering a period not to exceed two years, with the entire amount awarded at one time. Applications must include a proposed budget and proposed activities for the entire award period.

When will awards be announced?

We expect to make selections by December 1, 2000 and award grants by the middle of January. Grantees should plan to begin their activities in February or March 2001.

How many grants do you expect to fund?

We expect to award approximately 20 grants in amounts ranging from \$100,000 to \$1,000,000.

Who can I contact to find possible collaborators in my region?

To find out about local resources and possible collaborators, you may contact the Corporation's state offices or the state commissions on service. A listing of the offices and contact information can be found at <http://www.nationalservice.org/about/family/index.html>.

How does the Corporation define "disability?" What disabilities are included in this notice of funding availability?

We follow the law under Section 504 of the Rehabilitation Act of 1973. A person with a disability is defined as a person who has a:

- Physical or mental impairment that substantially limits one or more major life activities;
- Has a record of such an impairment; or
- Is regarded as having such an impairment, even though no impairment in fact exists.

All disabilities that fall within this definition are included in this notice of funding. Impairments include any physiological disorder or condition, cosmetic disfigurement, or anatomical loss affection body systems. They include mental or psychological disorders and learning disabilities. The following are excluded from the definition:

- Persons currently using illegal substance or illegally using legal substances
- Persons who pose a direct threat to themselves or others
- Pedophilia, transvestism, voyeurism, exhibitionism, transsexualism, gender identity disorders not resulting from physical impairments, other sexual behavior disorder, kleptomania, compulsive gambling, or pyromania.

Can the applicant's match come from in-kind resources?

The applicant's minimum 25% match may come from cash or in-kind sources.

What is the indirect cost rate? Is there a cap on administrative costs?

There is no specific indirect cost rate associated with this grant and no pre-determined cap on administrative costs. However, the budget should be reasonable and support the activities proposed.

Will there be additional funding in the future?

The Notice of Funding Availability specifies the conditions under which funding will be provided for a multiyear period. The Corporation anticipates that funds for outreach to individuals with disabilities will be provided in the future, but is dependent upon action by Congress. In addition, Congress is considering an amendment to the Corporation's authorizing legislation that will determine how funds are provided in the future.

There was another notice published in the Federal Register on June 26, 2000. How is this different?

The first notice of funding availability published in the Federal Register on Monday, June 26, 2000 (65 FR 39370) and due on August 15, 2000 was specifically to support service days or events that include persons with disabilities. This current notice of funding availability also allows for that activity but enables potential applicants to propose a much broader range of activities.

Where can I find more information?

To obtain a copy of the notice of availability of funds and the application forms, and for more information, go to <http://www.nationalservice.org/whatshot/72600.html>.

For a listing of the Corporation's state offices or the state commissions on service, go to <http://www.nationalservice.org/about/family/index.html>.